



# City of Santa Barbara

## SFDB ORDINANCE (EXCERPT)

### CHAPTER 22.69 SINGLE FAMILY DESIGN BOARD\*

#### Sections:

<b>22.69.010</b>	<b>Single Family Design Board.</b>	<b>22.69.055</b>	<b>Green Building Standard for Large Residences.</b>
<b>22.69.015</b>	<b>Definitions.</b>		
<b>22.69.020</b>	<b>Neighborhood Preservation – Single Family Residential Unit Design Review.</b>	<b>22.69.060</b>	<b>Single Family Design Board Referral to Planning Commission for Comments.</b>
<b>22.69.030</b>	<b>Alternative Design Review by Historic Landmarks Commission.</b>	<b>22.69.070</b>	<b>Special Design District – Lower Riviera Survey Area (Bungalow District).</b>
<b>22.69.040</b>	<b>Single Family Design Board Notice and Hearing.</b>	<b>22.69.080</b>	<b>Appeals to Council – Notice and Hearing.</b>
<b>22.69.050</b>	<b>Neighborhood Preservation Ordinance Findings.</b>	<b>22.69.090</b>	<b>Expiration of Approval.</b>

#### **22.69.010 Single Family Design Board.**

A. PURPOSE. A Single Family Design Board is hereby created and established by the City to promote the general public welfare, protect and preserve the City's natural and historical charm, and enhance the City's aesthetic appeal and beauty. The goal of the Single Family Design Board shall be to ensure that single family residential unit projects are compatible with the surrounding neighborhood in size and design. The Single Family Design Board is also charged with the task of protecting public visual resources and promoting the ecological sustainability of the City's built environment through the design review process.

B. MEMBERSHIP. The Single Family Design Board shall be composed of seven (7) members appointed by the City Council. Two (2) members shall be licensed architects, one (1) member shall be a licensed landscape architect, (3) members shall possess professional qualifications in fields related to architecture, including, but not limited to, building design, structural engineering, industrial design, or landscape contracting, and one (1) member shall be appointed from the public at large. All members of the Board shall reside within Santa Barbara County and shall hold office at the pleasure of the City Council. A person may serve on the Architectural Board of Review or the Historic Landmarks Commission and the Single Family Design Board at the same time.

C. CONDUCT OF MEETINGS. The members of the Single Family Design Board shall elect from their own members a chair and vice-chair. The Community Development Director or his or her designee shall act as secretary and record Board actions and render written reports thereof for the Board as required by this Chapter. The rules of procedure for the Board shall be established and approved by resolution of the City Council. Four (4) members shall constitute a quorum, two (2) of whom shall be either a licensed architect or a licensed landscape architect. (Ord. 5416, 2007.)

#### **22.69.015 Definitions.**

A. DEFINED IN THIS CHAPTER. If any word or phrase is defined in this Chapter 22.69, the definition given in this Chapter shall be operative for the purposes of this Chapter.

B. DEFINED IN CHAPTER 28.04. If a word or phrase used in this Chapter 22.69 is not defined in this Chapter, but is defined in Chapter 28.04 of this Code, the word or phrase shall have the same meaning in this Chapter as the meaning specified in Chapter 28.04.

C. UNDEFINED WORDS AND PHRASES. Any words or phrases used in this Chapter 22.69 that are not defined in this Chapter or Chapter 28.04 of this Code shall be construed according to the common meaning of the words and the context of their usage. (Ord. 5416, 2007.)

#### **22.69.020 Neighborhood Preservation - Single Family Residential Unit Design Review.**

A. APPROVAL REQUIRED BEFORE ISSUANCE OF PERMIT. No building permit, grading permit, vegetation removal permit, or subdivision grading plan, the application for which is subject to the review of the Single Family Design Board pursuant to this Chapter 22.69, shall be issued without the approval of the Board or the City Council, on appeal.

##### **B. BUILDING PERMITS - SPECIAL DESIGN DISTRICTS.**

1. Mission Area Special Design District and Lower Riviera Survey Area - Bungalow District. Applications for building permits to construct, alter, or add to the exterior of a single family residential unit or a related accessory structure on a lot or lots within the Mission Area Special Design District or the Lower Riviera Survey Area - Bungalow District identified in Section 22.68.060 shall be referred to the Single Family Design Board for design review in accordance with the requirements of this Chapter and the approved Single Family Design Board Guidelines.

2. Hillside Design District. Applications for building permits to construct, alter, or add to the exterior of a single family residential unit or a related accessory structure on a lot or lots within the Hillside Design District identified in Section 22.68.060 shall be referred to the Single Family Design Board for design review in accordance with the requirements of this Chapter and the approved Single Family Design Board Guidelines if either:

a. The average slope of the lot or the building site is 20% or more as calculated pursuant to Section 28.15.080 of this Code; or

b. The application involves a structural alteration to the roof form or the replacement of the roof covering of a building on the lot.

C. BUILDING PERMITS - SINGLE FAMILY RESIDENTIAL UNITS. Applications for building permits to construct, alter, or add to the exterior of a single family residential unit or a related accessory structure on any lot shall be referred to the Single Family Design Board for design review in accordance with the requirements of this Chapter and the Single Family Design Board Guidelines if the project for which the building permit is sought involves any of the following:

1. The construction of a new building or structure where any portion of the proposed construction is either: (i) two or more stories tall, or (ii) seventeen feet (17') or taller in building height (for purposes of this paragraph 1, building height shall be measured from natural grade or finished grade, whichever is lower), or

2. An alteration to an existing building or structure where any portion of the proposed alteration either: (i) alters the second or higher story of the building or structure, or (ii) alters a point on the existing building or structure that is seventeen feet (17') or higher in building height (for purposes of this paragraph 2, building height shall be measured from natural grade or finished grade, whichever is lower), or

3. An addition to an existing building or structure where any part of the proposed addition is either: (i) two or more stories tall, or (ii) seventeen feet (17') or taller in building height (for purposes of this paragraph 3, building height shall be measured from natural grade or finished grade, whichever is lower), or

4. The net floor area of all floors of all existing and new buildings on the lot will exceed four thousand (4,000) square feet as calculated pursuant to Section 28.15.083 of this Code, or
5. The project requires a net floor area modification pursuant to Section 28.92.110.A.6 of this Code, or
6. The construction, alteration, or addition of a deck on the second or higher floor (including roof decks) or a balcony on the second or higher floor of any building that will extend perpendicularly more than three feet (3') from the adjacent exterior wall or will be more than seven feet (7') in length in the dimension parallel to the adjacent exterior wall, or
7. The construction, alteration, or addition of a retaining wall that is six feet (6') or greater in height, or
8. The construction, alteration, or addition of a wall, fence or gate in the front yard of the lot that is six feet (6') or greater in height excluding walls, fences, or gates that are constructed along the interior lot lines of the lot, shall be referred to the Single Family Design Board for a review of the proposed wall, fence or gate, or
9. The installation of a manufactured home, mobile home or factory-built home (as those terms are defined in the California Health and Safety Code) subject to the limitations on review specified in Government Code section 65852.3 et seq., or
10. The installation of a single family residential unit that was, as a whole or in part, previously located on another lot,
11. Grading outside the footprint of the main building on the lot that exceeds either: (i) fifty (50) cubic yards on a lot within the Hillside Design District identified in Section 22.68.060, or (ii) two hundred fifty (250) cubic yards on a lot that is not within the Hillside Design District. For purposes of this paragraph 11, soil located within five feet (5') of an exterior wall of a main building that is excavated and recompacted shall not be included in the calculation of the volume of grading outside the main building footprint.

D. SUBDIVISION GRADING PLANS. All subdivision grading plans involving grading on a lot or lots located in any of the single family zones listed in Chapter 28.15 of this Code shall be referred to the Single Family Design Board for a review of the proposed grading.

E. GRADING PERMITS. Applications for grading permits that propose grading on a vacant lot or lots located within a single family zone listed in Chapter 28.15 of this Code or on any lot that is developed exclusively with a single family residence and related accessory buildings and which are not submitted in connection with an application for a building permit for the construction or alteration of a building or structure on the same lot or lots shall be referred to the Single Family Design Board for a review of the proposed grading.

F. VEGETATION REMOVAL PERMITS. Applications for vegetation removal permits pursuant to Chapter 22.10 of this Code on a lot or lots located within a single family zone listed in Chapter 28.15 of this code or on any lot that is developed exclusively with a single family residence and related accessory buildings shall be referred to the Single Family Design Board for a review of the proposed vegetation removal.

G. RETAINING WALLS. The following types of retaining wall improvements, if located on a lot or lots within a single family zone listed in Chapter 28.15 of this Code or on any lot that is developed exclusively with a single family residence and related accessory buildings, shall be referred to the Single Family Design Board for design review of the proposed retaining walls in accordance with the requirements of this Chapter and the approved Single Family Design Board Guidelines:

1. The construction of a retaining wall on a lot or a building site with an average slope of 15% or more (as calculated pursuant to Section 28.15.080 of this Code), or
2. The construction of a retaining wall on a lot that is adjacent to or contains an ocean bluff, or

3. The construction of multiple terracing retaining walls that are not separated by a building or a horizontal distance of more than ten feet (10') where the combined height of the walls exceeds six feet (6').

H. SUBMITTAL REQUIREMENTS. Applications for review by the Single Family Design Board shall be made in writing in such form as is approved by the Director of Community Development. No application shall be considered complete unless accompanied by the application fee in the amount established by resolution of the City Council.

I. ADMINISTRATIVE APPROVAL. Minor design alterations, as specified in the Single Family Design Guidelines or the Single Family Design Board Guidelines approved by a resolution of the City Council, may be approved as a ministerial action by the Community Development Director or the Director's designee without review by the Single Family Design Board. The Community Development Director (or the Director's designee) shall have the authority and discretion to refer any minor design alteration to the Single Family Design Board if, in the opinion of the Community Development Director, the alteration has the potential to have an adverse effect on the architectural integrity of the building, structure or surrounding property.

J. PRESUMPTION REGARDING PRIOR GRADING, TREE REMOVAL, AND CONSTRUCTION. There shall be a presumption that any grading, removal of trees, or construction that occurred on the lot within two years prior to the submittal of an application for a building permit to construct, alter, or add to a single family residential unit or a related accessory structure was done in anticipation of such application, and said activities will be included in determining whether the project is subject to review by the Single Family Design Board pursuant to this Chapter. For purposes of this presumption, if the prior work required a permit from the City, the prior work shall not be considered complete unless a final inspection has occurred or a certificate of occupancy has been issued. An applicant has the burden to rebut this presumption with substantial evidence sufficient to convince the Single Family Design Board that such work was not done in an effort to avoid review of the entirety of the project by the Single Family Design Board.

K. SINGLE FAMILY DESIGN GUIDELINES. The Single Family Design Guidelines adopted by resolution of the City Council shall provide direction and appropriate guidance to decision makers and City staff in connection with applications reviewed pursuant to this Chapter. (Ord. 5444, 2008; Ord. 5416, 2007.)

#### **22.69.030 Alternative Design Review by Historic Landmarks Commission.**

A project that is otherwise subject to review by the Single Family Design Board in accordance with the requirements of this Chapter shall be referred to the Historic Landmarks Commission for review in accordance with the requirements of Chapter 22.22 of this Code if the project is proposed in any of the following locations:

- A. A lot on which a City Landmark or City Structure of Merit is located,
- B. A property on the City's Potential Historic Resources List, or
- C. Any property located within El Pueblo Viejo Landmark District or another landmark district.

This referral to the Historic Landmarks Commission is supplemental to any other design review requirements required by Chapter 22.22 due to the status of any building or structure on the lot or the location of the lot within a landmark district. The fact that an application for a building permit, grading permit, or vegetation removal permit is not subject to design review pursuant to this Chapter 22.69 shall not excuse or exempt an application from review pursuant to Chapter 22.22 of this Code. (Ord. 5416, 2007.)

**22.69.040 Single Family Design Board Notice and Hearing.**

A. PROJECTS THAT REQUIRE A NOTICED PUBLIC HEARING. Single Family Design Board review of the following projects must be preceded by a noticed public hearing:

1. New single family residential units,
2. The addition of over 500 square feet of net floor area to a single residential unit including any related accessory structures,
3. An addition of a new story or an addition to an existing second or higher story of a single residential unit or a related accessory structure,
4. Projects involving grading in excess of 250 cubic yards outside the footprint of any main building (soil located within five feet (5') of an exterior wall of a main building that is excavated and recompacted shall not be included in the calculation of the volume of grading outside the building footprint), or
5. Projects involving exterior lighting with the apparent potential to create significant glare on neighboring parcels.

B. MAILED NOTICE. Not less than ten calendar days before the date of the hearing required by Subsection A above, the City shall cause written notice of the project hearing to be sent by first class mail to the following persons: (1) the applicant and (2) the current record owner (as shown on the latest equalized assessment roll) of any lot, or any portion of a lot, which is located not more than three hundred feet (300') from the exterior boundaries of the lot which is the subject of the action. The written notice shall advise the recipient of the following: (1) the date, time and location of the hearing, (2) the right of the recipient to appear at the hearing and to be heard by the Single Family Design Board, (3) the location of the subject property, and (4) the nature of the application subject to design review.

C. ADDITIONAL NOTICING METHODS. In addition to the required mailed notice specified in Subsection B, the City may also require notice of the hearing to be provided by the applicant in any other manner that the City deems necessary or desirable, including, but not limited to, posted notice on the project site and notice delivered to non-owner residents of any of the twenty (20) lots closest to the lot which is the subject of the action. However, the failure of any person or entity to receive notice given pursuant to such additional noticing methods shall not constitute grounds for any court to invalidate the actions of the City for which the notice was given.

D. PROJECTS REQUIRING DECISIONS BY THE CITY COUNCIL, PLANNING COMMISSION, OR STAFF HEARING OFFICER. Whenever a project requires another land use decision or approval by the City Council, the Planning Commission, or the Staff Hearing Officer, the mailed notice of the first hearing before the Single Family Design Board shall comply with the notice requirements of this Section or the notice requirements applicable to the other land use decision or approval, whichever are greater. However, nothing in this Section shall require either: 1. notice of any hearing before the Single Family Design Board to be published in a newspaper, or 2. mailed notice of hearings before the Single Family Design Board after the first hearing conducted by the Single Family Design Board, except as otherwise provided in the Single Family Design Board Guidelines adopted by resolution of the City Council. (Ord. 5444, 2008; Ord. 5416, 2007.)

**22.69.050 Neighborhood Preservation, Grading and Vegetation Removal Ordinance Findings.**

If a project is referred to the Single Family Design Board for review pursuant to Section 22.69.020 and the Single Family Design Board Guidelines, the Single Family Design Board shall make the findings specified below prior to approving the project.

A. NEIGHBORHOOD PRESERVATION FINDINGS. Prior to approval of any project, the Single Family Design Board shall make each of the following findings:

1. Consistency and Appearance. The proposed development is consistent with the scenic character of the City and will enhance the appearance of the neighborhood.

2. Compatibility. The proposed development is compatible with the neighborhood, and its size, bulk, and scale are appropriate to the site and neighborhood.

3. Quality Architecture and Materials. The proposed buildings and structures are designed with quality architectural details. The proposed materials and colors maintain the natural appearance of the ridgeline or hillside.

4. Trees. The proposed project does not include the removal of or significantly impact any designated Specimen Tree, Historic Tree or Landmark Tree. The proposed project, to the maximum extent feasible, preserves and protects healthy, non-invasive trees with a trunk diameter of four inches (4") or more measured four feet (4') above natural grade. If the project includes the removal of any healthy, non-invasive tree with a diameter of four inches (4") or more measured four feet (4') above natural grade, the project includes a plan to mitigate the impact of such removal by planting replacement trees in accordance with applicable tree replacement ratios.

5. Health, Safety, and Welfare. The public health, safety, and welfare are appropriately protected and preserved.

6. Good Neighbor Guidelines. The project generally complies with the Good Neighbor Guidelines regarding privacy, landscaping, noise and lighting.

7. Public Views. The development, including proposed structures and grading, preserves significant public scenic views of and from the hillside.

**B. HILLSIDE DESIGN DISTRICT AND SLOPED LOT FINDINGS.** In addition to the findings specified in Subsection A above, prior to approval of any project on a lot within the Hillside Design District described in Section 22.68.060 or on a lot or a building site that has an average slope of 15% or more (as calculated pursuant to Section 28.15.080 of this Code), the Single Family Design Board shall make each of the following findings:

1. Natural Topography Protection. The development, including the proposed structures and grading, is appropriate to the site, is designed to avoid visible scarring, and does not significantly modify the natural topography of the site or the natural appearance of any ridgeline or hillside.

2. Building Scale. The development maintains a scale and form that blends with the hillside by minimizing the visual appearance of structures and the overall height of structures.

**C. GRADING FINDINGS.** In addition to any other applicable findings specified in this Section 22.69.050, prior to approval of any project that requires design review under either Paragraph 22.69.030.C.11 or Subsection 22.69.030.E of this Chapter, the Single Family Design Board shall make each of the following findings:

1. The proposed grading will not significantly increase siltation in or decrease the water quality of streams, drainages or water storage facilities to which the property drains; and

2. The proposed grading will not cause a substantial loss of southern oak woodland habitat.

**D. VEGETATION REMOVAL FINDINGS.** In addition to any other applicable findings specified in this Section 22.69.050, prior to approving a vegetation removal permit that requires design review under Subsection 22.69.030.F of this Chapter, the Single Family Design Board shall make each of the following findings:

1. The proposed vegetation removal will not significantly increase siltation in or decrease the water quality of streams, drainages or water storage facilities to which the property drains; and

2. The proposed vegetation removal will not cause a substantial loss of southern oak woodland habitat; and

3. The proposed vegetation removal will comply with all applicable provisions of Chapter 22.10, "Vegetation Removal," of this Code. (Ord. 5444, 2008; Ord. 5416, 2007.)

**22.69.055 Green Building Standard for Large Residences.**

All new square footage (new construction or additions) proposed in a project referred to the Single Family Design Board for design review pursuant to this Chapter shall meet or exceed the standards for a two-star rating under the Santa Barbara Contractor Association's Built Green Program as adopted by the Single Family Design Board Guidelines if the net floor area of all existing and new buildings on the lot resulting from the application will exceed four thousand (4,000) square feet as calculated pursuant to Section 28.04.239. (Ord. 5416, 2007.)

**22.69.060 Single Family Design Board Referral to Planning Commission for Comments.**

A. PLANNING COMMISSION COMMENTS. When the Single Family Design Board determines that a project is proposed for a site which is highly visible to the public, the Board may, prior to granting preliminary approval of the application, require presentation of the application to the Planning Commission solely for the purpose of obtaining comments from the Commission regarding the application for use by the Single Family Design Board in its deliberations.

B. NOTICE AND HEARING. Prior to making any comments regarding an application pursuant to this Section, the Planning Commission shall hold a noticed public hearing. Notice of the hearing shall be provided in accordance with the requirements of Section 22.69.040. (Ord. 5416, 2007.)

**22.69.070 Special Design District – Lower Riviera Survey Area (Bungalow District).**

A. SPECIAL DESIGN DISTRICT AREA MAP – LOWER RIVIERA SURVEY AREA - BUNGALOW DISTRICT. Applications for building permits to construct, alter, or add to single family residential units or related accessory buildings or structures on lots located within the "Lower Riviera Survey Area - Bungalow District" established pursuant to SBMC Section 22.68.060 shall be subject to design review in accordance with the requirements of this Section 22.69.070 as follows:

B. REVIEW OF BUILDING PERMIT APPLICATIONS. Applications for building permits to construct, alter, or add to single residential units on lots located within the Bungalow District shall be referred to the Community Development Director for review to determine if the application constitutes a project to demolish the structure. For the purposes of this Section, a "demolition" shall be as defined in subparagraph (J) of Santa Barbara Municipal Code Section 22.22.020. Such a determination shall be made by the Community Development Director or the Director's designee in writing within thirty (30) days of the date of the original permit application. If the Community Development Director or the Director's designee determines that the property is eligible for listing on the City's Potential Historic Resources list, the application shall be referred to the Historic Landmarks Commission for determination of the historical significance of the buildings or structures pursuant to Section 22.22.035.C.3. If it is determined that the property is not eligible for listing on the City's Potential Historic Resources list, and the Community Development Director or the Director's designee determines that the application does constitute an application to demolish the structure, such application shall be referred to the City's Single Family Design Board for review by the Board in accordance with the requirements of this Section. If the Community Development Director or the Director's designee determines that the application does not constitute a demolition under the terms of this Section, the building permit shall be issued upon compliance with the otherwise applicable requirements of this Code for appropriate and required design and development review.

C. REVIEW OF BUNGALOW DISTRICT DEMOLITION APPLICATIONS BY THE SINGLE FAMILY DESIGN BOARD. An application referred to the Single Family Design Board pursuant to Subsection B above shall be reviewed by the Board in accordance with the hearing, noticing, and appeal

procedures established in SBMC Sections 22.69.040 and 22.69.080. An application referred to the Single Family Design Board pursuant to Subsection B above shall not be approved unless the Single Family Design Board makes all of the following findings with respect to that application:

1. That the demolition will not result in the loss of a structure containing a primary feature or features of Bungalow or Arts and Crafts style residential architecture, which features are worthy of or appropriate for historical preservation;
2. That the demolition will not result in the loss of a structure which, although not eligible as a City Historic Resource, is a prime example of the Bungalow or Arts and Crafts style residential building appropriate for historical preservation;
3. That the demolition will not result in the loss of a structure which is prominent or which is a prime example of the Bungalow or Arts and Crafts style residential architecture for which this neighborhood is characterized or known.

D. SINGLE FAMILY DESIGN BOARD CONDITIONAL APPROVAL OF DEMOLITION WITHIN THE BUNGALOW DISTRICT. Notwithstanding the above-stated requirement for appropriate demolition findings, the Single Family Design Board may approve a demolition application within the Bungalow District if the Board conditions the demolition permit such that any proposed future development of the real property upon which the structure or structures are located must comply with express conditions of approval designed to preserve certain existing architectural features or buildings, as determined appropriate by the Board.

Such conditions may provide that any future development of the property involved must either incorporate the existing structures, in whole or in part, into the new development, or it must preserve certain features or aspects of the existing structures or of the site such that these features are incorporated into any future development of the real property, either through the preservation of the building or feature or its replication in the new development, as may be determined appropriate by the Board.

Such conditions of approval shall be prepared in written format acceptable to the Community Development Director and the City Attorney and shall be recorded in the official records of Santa Barbara County with respect to the involved real property prior to issuance of any building permit for said demolition such that these conditions shall be binding on all future owners of the real property as conditions imposed on any new development for a period of twenty (20) years after the conditional approval of the original demolition application and the completion of the demolition.

E. REVIEW OF NEW DEVELOPMENT WITHIN THE BUNGALOW DISTRICT BY SINGLE FAMILY DESIGN BOARD. Applications for building permits to construct new single family residential units on lots located within the Bungalow District shall be referred to the Single Family Design Board for development plan review and approval in accordance with the public hearing, noticing and appeal requirements of SBMC Section 22.69.040 and 22.69.080.

F. BUNGALOW DISTRICT FINDINGS. The Single Family Design Board shall not approve a new single residential unit development within the Bungalow District unless it makes both of the following findings:

1. Express conditions of approval have been imposed on the proposed development which appropriately incorporate the existing structures or architectural features or other aspects of these structures (or of the site involved) into the new development, or these structures, features or aspects will be appropriately replicated in the new development; and
2. The proposed development will not substantially diminish the unique architectural style and character of the Bungalow District as a residential neighborhood of the City.

G. GUIDELINES FOR SPECIAL DESIGN DISTRICT. The Lower Riviera Special Design District Guidelines adopted by resolution of the City Council shall provide direction and appropriate guidance to



the decision makers and City staff in connection with the review of applications filed pursuant to this Section. (Ord. 5416, 2007.)

**22.69.080 Appeals to Council – Notice and Hearing.**

A. PROCEDURE FOR APPEAL. Any action of the Single Family Design Board on an application for preliminary or final approval taken pursuant to this Chapter 22.69 may be appealed to the City Council by the applicant or any interested person pursuant to Chapter 1.30 of this Code. In deciding such an appeal, the City Council shall make those findings required of the Board with respect to a determination made pursuant to this Chapter.

B. NOTICE OF APPEAL. In addition to the procedures specified in Chapter 1.30, notice of the public hearing before the City Council on an appeal from a decision of the Single Family Design Board made pursuant to this Chapter 22.69 shall be provided in the same manner as notice was provided for the hearing before the Single Family Design Board. (Ord. 5416, 2007.)

**22.69.090 Expiration of Approval.**

A. TWO-YEAR EXPIRATION. A final approval of the Single Family Design Board, as defined in the Single Family Design Board Guidelines, shall expire by limitation and become null and void if a building permit for the building or work authorized by the approval is not issued within twenty four (24) months of the granting of the final approval by the Single Family Design Board or the City Council, on appeal.

B. COMMUNITY DEVELOPMENT DIRECTOR EXTENSION. Upon a written request from the applicant prior to the expiration of the approval, the Community Development Director may grant one (1) twelve-month extension of the final approval. Extensions of time may be granted by the Community Development Director upon findings that the applicant has demonstrated due diligence to implement and complete the proposed development as substantiated by competent evidence in the record and that there are no changed circumstances that may affect the consistency of the development with this Chapter 22.69, the Single Family Design Guidelines, and applicable City ordinances, resolutions and other laws.

C. EXTENSIONS BY THE BOARD. In addition to the twelve-month extension by the Community Development Director, upon a written request from the applicant prior to the expiration of the approval, the Single Family Design Board may grant up to two (2) twelve-month extensions of the final approval. Extensions of time may be granted by the Single Family Design Board upon findings that the applicant has demonstrated due diligence to implement and complete the proposed development as substantiated by competent evidence in the record and that there are no changed circumstances that may affect the consistency of the development with this Chapter 22.69, the Single Family Design Guidelines, and applicable City ordinances, resolutions and other laws. (Ord. 5416, 2007.)

***\*Note: This is an excerpt of the SFDB Ordinance. The maps are not included in this handout. Please refer to the Zoning Ordinance for a copy of any referenced map.***